

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: February 4, 2013
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Council Requests for Information/Council Business

- *Ad hoc Committee for Responsible Contracting* – The Council's Ad hoc Committee for Responsible Contracting will hold its next meeting at 8:30 AM on Friday, February 15, 2013. The Committee will meet in the Council Chamber and Bruce Benway, the Town Manager of Killingly, Connecticut, will be the guest speaker. Staff recommended that the committee invite Mr. Benway to attend a meeting as Killingly is a small town like Mansfield and has some sections in its purchasing regulations that concern responsible contracting.
- *Fire Department Update* – Chief Dagon will attend the Council meeting on February 11, 2013, to discuss recent accidents involving departmental vehicles, the department's vehicle use policy and related items.
- *Joint Meeting with Mansfield Board of Education/School Building Project* – Recall that we will be scheduling a joint meeting with the Mansfield Board of Education to discuss repairs and alterations to the three elementary schools and the Mansfield Middle School. The Board has requested that we hold this meeting in late February/early March and provide the Board with information regarding the purpose and scope of the discussion in advance of the meeting. Consequently, I would like to see if the Council is available to hold the meeting at 6:30 PM on February 26 or March 7, 2013. In addition, I will prepare a draft communication to the Board for your review and approval at the Council meeting on February 11, 2013.
- *Town University Relations/Spring Weekend* – I assume that the Town Council has seen the recent press regarding the University's plans to hold some limited sanctioned events during the weekend of April 25-27, 2013. The University has confirmed that the restrictions regarding guests and parking that have helped to limit the presence of nonstudents during spring weekend will remain in place. Over the next month, the University will meet with the Town-University Relations Committee, the Mansfield Community-Campus partnership and the Town Council to solicit feedback regarding its plans for limited sanctioned events to be held over this weekend in late April.

Major Projects and Initiatives

- *Mansfield Tomorrow* – Last week was the official launch of the Mansfield Tomorrow community planning initiative. Approximately 90 people attended the community kick-off event on Wednesday evening to learn more about the project and begin sharing their thoughts on issues that need to be addressed. On Saturday, 40 farmers, buyers, elected officials and interested residents spent several hours discussing three goals for growing Mansfield's agricultural economy and identifying key indicators of success for each goal. The next public event is a Community Forum on Saturday, March 9th at E.O. Smith High School. To learn more about the project, please visit www.mansfieldtomorrow.com, where you will find information on upcoming events and a way to share your ideas on-line.
- *Storrs Center Construction Update* – The Mansfield Downtown Partnership and Storrs Center master developer LeylandAlliance, LLC are working with the commercial tenants of Storrs Center to produce a monthly calendar of events, specials, and more. The first such calendar is now available at www.storrscenter.com and on the Partnership website (www.mansfieldct.org/mdp, then click on the Storrs Center tab). Questions may be directed to the Mansfield Downtown Partnership (storrscenterinfo@mansfieldct.org or 860.429.2740). The Partnership continues to maintain a construction website for updates at <http://storrscenterconstruction.blogspot.com>.

Departmental Reports

- *Emergency Management* – A 5th grade student from Mansfield has been selected as a county finalist in the Fire Prevention Poster Contest. The student will receive a certificate and a \$200 savings bond at a statewide awards lunch in March. Mansfield had over 100 entries from the 4th and 5th grades and all participants will be recognized with a Fire Department certificate for their efforts. This contest is a partnership of CT Fire Marshal's Office and the CT Fair Plan (insurance industry).
- *Town Manager's Office*
 - FY 2013/2014 Budget – Director Finance Cherie Trahan and I have started our budget sessions with department heads to review their proposed departmental budgets for FY 2013/14. Importantly, Governor Malloy will issue his proposed budget this Wednesday, February 6, 2013, which will include proposed figures for state aid to cities and towns. Once I know how Mansfield would be impacted under the Governor's proposal, I will forward that information to the Town Council.
 - Employee Wellness Program – For the third year in a row, the Business Council of Fairfield County has recognized the Town of Mansfield-MBOE-Region 19 with the platinum level award for its employee wellness program "Be Well." The awards program recognizes employers for successful efforts in promoting a healthy workplace and healthy lifestyles of its employees. The awards ceremony will be held on February 14, 2013.

Special Events and Activities

- *Winter Fun Week* – The Mansfield Downtown Partnership, Town of Mansfield Parks and Recreation Department, and Storrs Center are pleased to announce *Winter Fun Week*! This series of events in the downtown area from February 1 through February 10 will include fun events for all ages and interests, from arts to sports and from scholarly talks to wintery walks. Some events are free, some require tickets, and all are fun! For a listing of events, please visit the Partnership's website (www.mansfieldct.org/mdp, then click on the Events tab).

Future Agendas

- Some future agenda items include a discussion of the Fire Department with Chief Dagon, an update on school security plans, an update concerning future phases for Storrs Center and a review the charge to the Mansfield Downtown Partnership.

Upcoming Meetings*

- Four Corners Sewer and Water Advisory Committee, Tuesday, February 5, 2013, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Agriculture Committee, Tuesday, February 5, 2013, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children, February 6, 2013, 4:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Mansfield Downtown Partnership Board of Directors, Thursday, February 7, 2013, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Agriculture Committee, Thursday, February 7, 2013, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Committee on Committees, Friday, February 8, 2013, 8:00 AM, Conference Room B, Audrey P. Beck Municipal Building
- Housing Code Board of Appeals, Monday, February 11, 2013, 5:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Finance Committee, Monday, February 11, 2013, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, Monday, February 11, 2013, 7:30 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*